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<b>TRANSMITTAL FORM</b>  (to be used for all correspondence after initial filing)		Application Number	09/751,595
		Filing Date	December 29, 2000
		First Named Inventor	Min Zhu
		Art Unit	2157
		Examiner Name	Uzma Alam
Total Number of Pages in This Submission	10	Attorney Docket Number	24333/81151

ENCLOSURES (check all that apply)		
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SIGNATURE OF APPLICANT, ATTORNEY, OR AGENT	
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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of: Min Zhu et al.  
Title: Distributed Meeting Management  
Application No.: 09/751,595  
Filing Date: December 29, 2000  
Examiner: Uzma Alam  
Group Art Unit: 2157  
Confirmation No.: 8830  
Law Office: Sidley Austin Brown & Wood LLP  
Mail Stop AF  
Commissioner for Patents  
P.O. Box 1450  
Alexandria, VA 22313-1450

Dear Sir:

This is a Response to the final Office Action dated November 30, 2004 for the above-referenced Application. Applicants respectfully request reconsideration of the Application in view of the following amendments and remarks.